

**FORT DUPONT REDEVELOPMENT AND PRESERVATION CORPORATION  
BOARD OF DIRECTORS MEETING**

**LOCATION: The Sanders Room at the Grassdale Center  
108 Old Reedy Point Bridge Road  
Delaware City, DE 19706**

**September 14, 2016 – 8:30 a.m.**

**Meeting Minutes**

**Council Members:**

Susan Frank  
Rick Geisenberger  
Bert Scoglietti  
Herb Inden  
Michael Morton  
Richard Cathcart  
Herb Netsch  
Laura Lee

**Advisory Council Members:**

Jeff Bross  
Paul Parets

**Staff:**

Jeff Randol, Executive Director  
Max Walton, Counsel  
John Taylor

**Members of the Public:**

Rachael Phillos  
Vincent Porcellini  
Tim Konkus  
Billie Travolini

**I. Call to Order/Minutes**

Ms. Frank, Chair, called the Fort DuPont Redevelopment and Preservation Corporation Board of Directors meeting to order at approximately 8:40 a.m. and welcomed everyone for attending.

**II. Minutes**

Ms. Frank asked if there were any changes or comments on the July 27, 2016 minutes. Mr. Scoglietti noted that the Dave Curran's name was misspelled. With no additional comments, a motion was made by Mr. Netsch and seconded by Mr. Cathcart to approve the minutes as amended. Motion carried.

### **III. Treasurer's Report**

The Treasurer's Report was presented by Mr. Scoglietti, a copy of which is attached hereto as Exhibit A. The net balance of unencumbered funds totaled \$1,384,096.46. Mr. Scoglietti reviewed the expenses and balances in both Operating and Capital accounts. During the review, it was recommended that the Natchez & Associates Marina budget be increased from \$33,000 to \$50,000. It was also noted that agreements had been executed with Becker Morgan for wetlands surveying in the amount of \$12,500 and with Duffield Associates for rough grading of the Canal District and Officers Row in the amount of \$24,500. A motion was made by Mr. Geisenberger and seconded by Mr. Cathcart to accept the Treasurer's report with the increased Marina budget and contracts with Becker Morgan and Duffield as described. Motion carried.

Mr. Randol reviewed the Administrative Budget, which had been presented at the July Board meeting. Motion was made by Mr. Scoglietti and seconded by Mr. Geisenberger to accept the Administrative Budget. Motion carried.

### **IV. Legal**

Mr. Walton noted that the State had received correspondence from the US Environmental Protection Agency (EPA) detailing \$3,335,667 in expenses that were the result of EPA's remediation of the landfill site at Fort DuPont. The State was being put on notice that they are potentially liable for some portion of the expenses and had 30 days to respond. Mr. Walton spoke with the Governor's Counsel and was assured that the Attorney General's office and the State would be handling the matter. There is no claim that the Fort DuPont Redevelopment and Preservation Corporation has any liability or responsibility for the matters outlined in the EPA letter.

### **V. Executive Director Report**

- A. Mr. Randol provided a written report (Exhibit B) with updates since the July Board meeting. Highlights include: a) remediation of houses on Officers Row is underway, b) exterior architectural plans for houses being restored have been completed along with the floor plans, c) part 1 and 2 applications for historic tax credits have been submitted, d) E&S plans for the Canal District have been submitted and bids are being solicited for the rough grading, e) Traffic Impact Study for the site is underway, f) Site Signage, with a Historic Marker and entrance sign has been designed and scheduled for installation in late October, g) abatement study on the Mortar Battery has been completed and bids being solicited for the remediation.
- B. As noted at the previous Board meeting, bids had been solicited for the roofing of #39, 25 & 45 and the Board budgeted \$90,000. Mr. Randol recommended that the Board approve New Look Builder's bid for \$70,000 plus time and material for any replacement of decking. The Board agreed to leave the commitment for the roofing of #39, 25 & 45 noted at \$90,000 on the monthly financial report as there may be

additional costs. Motion to accept New Look Builder's bid was made by Mr. Geisenberger and seconded by Mr. Cathcart. Motion was approved.

- C. At the previous Board meeting it was agreed to budget \$500,000 for the remediation of buildings 39, 25, 43 & 45 and that the officers could approve remediation contracts prior to the October Board meeting. Bids had been solicited for the remediation of 39, 25 & 45 and contracts were awarded by the Officers to Astec. The amount contracted was \$296,105 with DiSabatino providing construction management services. The Board agreed to leave the commitment for the remediation of buildings 39, 25, 43 & 45 noted at \$500,000 on the monthly financial report as there may be additional costs. Motion was made by Mr. Cathcart and seconded by Mr. Nesch to accept the Officer's action to move forward with the Astec bid. Motion carried.
- D. Grading bids are being solicited for the rough grading of the Canal District and Officers Row. Bids for preparation of the site had been solicited and it was Mr. Randol's recommendation that \$223,847 be allocated for site preparation, which would include demolition of asphalt roads/walks, utilities, and raising of fire hydrants; Erosion and Sediment Controls; Preparation of Reedy Point North Borrow Area; grading of roadway under the Reedy Point Bridge and mobilization. Board members asked to see a comparison of bids going forward. Motion was made to accept the Corrado bid by Mr. Cathcart and seconded by Mr. Nesch. Motion carried.
- E. Chapel Elevation. Due to the fill requirement in the Canal District, the Chapel will need to be raised 4'. Construction plans are being prepared and bids solicited for the job will be presented at the October or November Board meeting.
- F. Revisions to the 6F restriction on 143 acres of the property is underway. The initial plan is to remove the restriction on roughly 18 acres of land around the proposed marina and Officers Row with a restriction on the Parade Ground. Part of the process is to determine value of the restricted and unrestricted lands. Mr. Randol has engaged an appraiser from DNREC's approved vendor list for \$3,800.

## **VI. Committee Reports**

- A. Economic Development Committee – No report
- B. Project Funding Committee – No report
- C. Historic Preservation Committee – No report
- D. Personnel Committee – No report

## **VII. New Business**

- A. Appointment of Officers. Mr. Walton reviewed the requirements for appointment of officers and noted that the Corporation's Bylaws require the Board to elect a Vice Chair and Treasurer. The Chairperson is appointed by the Governor and the Board Secretary is the Secretary of DNREC so long as DNREC remains the sole shareholder. Motion was made by Mr. Inden and seconded by Mr. Geisenberger to elect Mr. Cathcart as Vice Chair and Mr. Scoglietti as Treasurer. Motion carried.

- B. Bylaws. Recommendation was made to add a conflict of interest provision consistent with the enabling legislation and language that would amend the quorum provision. The proposed changes are attached as Exhibit C. Mr. Geisenberger commented that, due to the way the Board operates cooperatively, there is no longer any reason to have both a Delaware City and a State representative quorum for the meetings. Motion was made by Mr. Cathcart and seconded by Mr. Geisenberger to adopt the proposed amendments to the Bylaws. Motion carried unanimously.

**VIII. Public Comment**

- A. Tim Konkus updated everyone on the upcoming Riverside Festival between Delaware City and New Castle.
- B. Ms. Frank mentioned that the Corporation was working on a November press event with Governor Markell at the site.

**IX. Executive Session**

The Board voted to go into executive session on personnel matters – as outlined on the agenda. Following executive session, the Board voted, in open session, to approve the proposed compensation package for the executive director.

**X. Adjourn**

The meeting was adjourned at 10:30 a.m.